

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORK SESSION
HELD ON WEDNESDAY JANUARY 11, 2017 AT 5:30 P.M. IN THE CITY
COUNCIL CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David A. Ulibarri Jr.
Vince Howell
Barbara A Casey
David L. Romero

ALSO PRESENT: Richard Trujillo, City Manager
Casandra Fresquez, City Clerk
H. Chico Gallegos, City Attorney
Juan Montano, Sergeant at Arms

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Ulibarri Jr. asked for a moment of silence to pray that the Governing Body continues to make the right decisions together and for everyone to remain with a positive attitude.

APPROVAL OF AGENDA

Councilor Casey made the motion to approve the agenda as presented. Councilor Romero seconded the motion.

Mayor Gurulé-Girón asked that a roll call be taken. Roll call was taken and reflected the following.

Vince Howell	Yes	David Ulibarri Jr.	Yes
Barbara Casey	Yes	David L. Romero	Yes

City Clerk Fresquez re-read the motion and advised the motion carried.

PUBLIC INPUT

There were no individuals signed up for public input.

CITY MANAGER'S INFORMATION REPORT

Utilities Director Gilvarry gave an update to the Governing Body on the projects the department has ongoing. Utilities Director Gilvarry advised the raw water storage project is moving forward with rehabilitating Bradner Dam and have received the hydrologist's reports and the engineers report is being completed. The distribution line leak detection and repair is ongoing, there is a major leak on Taos Street and that main has been off line until repairs can be made. Utilities Director Gilvarry advised of the various other streets where leaks have been detected and are being repaired.

Utilities Director Gilvarry advised the City has been meeting with the acequias and have been working on a share agreement and the agreement is currently at the Office of State Engineers for review.

Utilities Director Gilvarry gave an update on the Rodriguez park effluent line and the Luna Cabin Tank projects. Utilities Director Gilvarry advised the line extensions on Zeamway have all been completed and the residents have their own meters and the Gene Maes line has been disconnected. The department is working on a line extension on Cinder Road to provide residents service on the east side of the road. The East Loop line extension is lacking one section and that is located in front of Sangre de Cristo and the department has requested a permit from Department of Transportation to bore because of the location and depth of a ditch.

Councilor Howell asked for an update on the recycling program.

Utilities Director Gilvarry advised the two new trucks that the department purchased will be completed and in the department in February and then one of the old trash trucks will be used for recycling.

Public Information Officer Einer gave the Governing Body an overview of the updates and user friendly changes that have been made to the City's website. Public Information Officer Einer advised the applications for employment are now available to be filled out on the website and then sent to Human Resources. Public Information Officer Einer advised the City now has a government Facebook page that provides information to those who like the page.

DISCUSSION ITEMS

1. Adoption of Graphically updated Official Seal.

Community Development Director Velarde advised during the month of December information regarding the proposed update to the City Seal was provided in the utility bills with an email account for feedback. The department received one phone call with positive feedback and one email that did not pertain to the seal.

Councilor Casey advised she never saw the insert in her utility bill.

Community Development Director Velarde advised the City Seal will be used within the Executive Office such as business cards and letters. Community Development Director Velarde advised the Governing Body of the changes that were made to the seal.

The Governing Body agreed to place the item as a consent agenda item.

2. Contract for Las Vegas/San Miguel Economic Development Corporation.

Community Development Director Velarde advised the City seeks to enter into a twelve month contract with the EDC for the purpose of executing the duties and responsibilities of the Local Economic Development Act to provide services and activities as stipulated in the Economic Development plan Ordinance. Community Development Director advised the contract is for \$15,000 and outlined the scope of work.

Councilor Howell asked if the EDC Board accepted the contract and what would they be able to accomplish with the \$15,000 and if they would still be doing the community kitchen.

Community Development Director Velarde advised the EDC has accepted the contract and would use the \$15,000 as outlined by the Economic Development Act and scope of work. Community Development Director Velarde advised that EDC was still moving forward with the community kitchen but was not included in this scope of work.

Questions and discussion took place regarding the business development HUB that is housed at Highlands University. Discussion took place regarding what was removed from the scope of work during the negotiations of the contract. Community Development Director Velarde advised there are some projects that were removed as they were being funded through the County and was not a relative need of the City.

Questions were asked if the scope of work overlapped and duplicated some of the work of the Chamber of Commerce.

Councilor Howell advised he wanted to hear comments from Mr. Hendrickson of the EDC.

City Attorney Gallegos advised negotiations have already taken place and should Mr. Hendrickson like to make a presentation he can do so at the Regular meeting or public input.

Mayor Gurulé-Girón advised Councilor Howell can ask the item be removed from the Consent Agenda at the Regular meeting.

The Governing Body with the exception of Councilor Howell agreed to place the item as a consent agenda item.

3. Contract for Animal Welfare Coalition to service and staff the City of Las Vegas Animal Shelter.

Community Development Director Velarde advised the Governing Body that the department has been in negotiations with the Animal Welfare Coalition for the terms of a contract to render humane animal care and animal sheltering services. The City and Animal Welfare Coalition have agreed on an agreement with an eighteen month term for \$118,000 annually. Community Development Director Velarde advised through the agreement the City will be retaining some of the fees that are outlined in the fee agreement.

Questions and discussion took place that the contract states \$118,000 annually but within the contract the term states eighteen months.

City Attorney Gallegos advised the intent of both parties is for the term of the contract to be for twelve months with the cost to the \$118,000, so the remainder of the six months of this current year would be half of the \$118,000.

The Governing Body felt the language needed to be specific and needed clarification prior to the Regular meeting.

Questions and discussion took place regarding terms in the contract.

The Governing Body agreed to place the item as a consent agenda item but be provided clarification of the language of the contract.

4. Open Meetings Act.

City Clerk Fresquez advised the Governing Body that Resolution 17-01 establishes reasonable notice of Council meetings in compliance with the Open Meetings Act and is required to be adopted annually.

Questions and discussion took place regarding times of the some of the committees.

Community Development Director Velarde advised she wanted to hold the Youth Advisory Committee meetings at various locations to attract the youth for participation rather than hold the meeting at City Hall.

City Clerk Fresquez advised if dates and times are not listed the department will be responsible for publishing.

City Manager Trujillo advised he understood the department wanting to attract the youth committee being held at different locations but he also understands the Mayor wanted specific dates and times for meetings. City Manager Trujillo advised dates and times would be assigned to the committees that are lacking and provided before the next meeting.

Discussion took place regarding the proper procedures for work sessions and all members of the Governing Body are to be made aware of all information.

Mayor Gurulé-Girón advised the prior administration did not share information with all members of the Governing Body and that will not be done with this administration.

The Governing Body agreed to place the item as a consent agenda item.

5. Resolution 16-45 establishing a convenience fee for credit card and debit card payment transactions.

Utilities Director Gilvarry advised the Governing Body does not currently charge a fee for customers to make payments with a credit card or debit card which is costing the City approximately \$2,700 per month. Utilities Director Gilvarry advised that assessing a fee of \$1.25 per transaction will partially offset this cost.

Public Information Officer Einer advised the City is moving forward with online bill pay so he is anticipating more visitors to the City's website once bill pay is launched and he feels it's necessary to impose a fee on those that chose to pay with debit/credit cards.

Discussion took place that the cost the City is charging is smaller than what most companies charge to use debit/credit cards.

The Governing Body agreed to place the item as a consent agenda item.

6. Amendment to Bradner Dam Rehabilitation project scope of work.

Utilities Director Gilvarry advised that with the majority of the funding for this project being Legislative and the fear that the funding will be taken back, the department has moved forward with all but the construction phase of the project. The scope of work has been sent to the Office of the State Engineer for review and they had questions which were answered by the department. The

amendment defines the responsibilities and costs associated with the tasks outlined in the scope of work. Utilities Director Gilvarry assured the Governing Body the money would not be reverted back to the Legislature.

The Governing Body agreed to place the item as a consent agenda item.

7. Purchase of a 5 yard dump truck.

Utilities Director Gilvarry advised the Gas Division seeks to purchase a 5 yard dump truck. The dump truck the department currently has is seventeen years old and has lost power which is causing problems when trying to haul trailers with equipment. Utilities Director Gilvarry advised that the department did research and it will be cost effective to purchase the dump truck versus leasing over a six year period and the Gas Division has budgeted for the purchase.

Questions were asked if the department researched all makes of vehicles and if they received quotes.

Utilities Director Gilvarry advised because the department went off the state contract they were able to quote at a cheaper price versus going directly to a manufacturer.

The Governing Body agreed to place the item as a consent agenda item.

8. Award request for bids #2017-12 for natural gas inventory supplies to multiple bidders.

Utilities Director Gilvarry advised the department wishes to award to multiple bidders as prices on different materials were offered at lower prices for each vendor.

Gas Division Supervisor Marquez gave the Governing Body a brief description of the materials that the department utilizes for day to day repairs and emergency repairs. Gas Division Supervisor Marquez advised some of the material is listed as refurbished and the department tends to not want to purchase refurbished meters because you're not completely sure about the condition of the old meter.

Questions and discussion took place about total costs and the money being budgeted within the department and how long the term was for.

The Governing Body agreed to place the item as a consent agenda item.

Councilor Casey made a motion to go into Executive Session to discuss the matters of pending or threatened litigation specifically the remand litigation with the acequias and the protest filed for the Storrie Water Users Agreement. Councilor Ulibarri Jr. seconded the motion.

Mayor Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Vince Howell	Yes	David L. Romero	Yes
Barbara Casey	Yes	David Ulibarri Jr.	Yes

City Clerk Fresquez re-read the motion and advised the motion carried.

EXECUTIVE SESSION

Councilor Casey made a motion to reconvene into Regular Session and stated that no action was taken. Councilor Romero seconded the motion.

Mayor Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

David L. Romero	Yes	David Ulibarri Jr.	Yes
Vince Howell	Yes	Barbara Casey	Yes

City Clerk Fresquez re-read the motion and advised the motion carried.

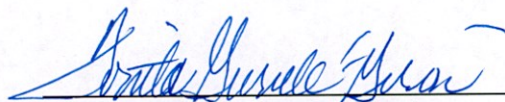
Councilor Casey made a motion to adjourn. Councilor Ulibarri Jr. seconded the motion.

Mayor Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

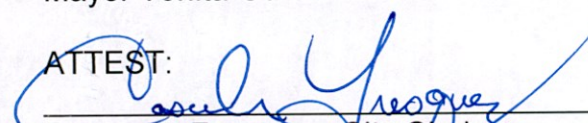
Barbara Casey	Yes	David L. Romero	Yes
David Ulibarri Jr.	Yes	Vince Howell	Yes

City Clerk Fresquez re-read the motion and advised the motion carried.

ADJOURN



Mayor Tonita Gurule-Giron

ATTEST:


Casandra Fresquez, City Clerk